

**Urban & Community Forestry Advisory Committee  
Minutes**

**March 8, 2006**

**Michigan United Conservation Clubs Conference Room  
2101 Wood St., Lansing**

**Attendees:**

**MIUCF Council Members Voting Members:** Pete Baker (Designate- MFPA), Bob Bricault, Bert Cregg, Jeff Dunmire, Kathy Fischer, Vic Foerster, Robert Gentry, Rick Myrick, Dan Reed, Robert Taggart

**DNR Representatives (Non -Voting):** Kerry Gray, Mike Hanley, Kevin Sayers, Ada Takacs

**Other Attendees:** Maureen McDonough (MSU)

**Absent (Voting Members):** Tom Abramson, Marshall Baeckeroot, Bill Lawrence, John Rowe, Rebecca Salminen-Witt

**WELCOME**

Kevin Sayers welcomed MIUCFC members and guests.

**Meeting minutes:** Robert Gentry motioned to approve July 22, 2005 meeting minutes. Bob Bricault seconded.

**Agenda:**

Additions to the agenda:

Public Comment- add after MI municipal forestry survey

**Pete Baker motioned to accept agenda with addition. Vic Foerster seconded.**

**SELECTION OF COUNCIL OFFICERS (CHAIR & VICE-CHAIR)**

Kevin Sayers will serve as permanent Secretary starting at the next meeting

Council members voted via paper ballot for Council Chair. On the ballot were Vic Foerster and Dan Reed. **Vic Foerster was elected Chair.** Vic will serve a one (1) year term with the ability to be re-elected to another one (1) year term.

Council members voted via paper ballot for Council Vice-Chair. On the ballot were Kathy Fischer and Dan Reed. **Dan Reed was elected Vice-Chair.** Dan will serve a one (1) year term as Vice-Chair with the ability to be re-elected to another one (1) year term. The person in the Vice Chair position will move into the Chair position.

03.29.06- MIUCF Council Minutes

Both positions will take effect at the next Council meeting.

The Council's Policy and Procedures needs to be updated to reflect the Officer rotation schedule. The Council Chair and Vice-Chair positions will both have terms of one (1) year. Each person can be re-elected to another one (1) year term if they choose to be nominated and placed on the ballot. Each position has a two (2) term limit. Once the Chair has served their term, the person in the Vice Chair position will move into the Chair position.

### **Community Tree Leadership Forum**

Dan Reed attended the Community Tree Leadership Forum at the National Arbor Day Foundation Farm in Nebraska in February. It was sponsored by the Alliance for Community Trees, National Arbor Day Foundation and USDA Forest Service. Dan provided a summary of the event. He suggested that the Council set-up a display/booth at conferences (Planners, MI Municipal League, MI Township Association)- to promote the program and urban forestry.

This led into a discussion about UCF program displays. Maureen McDonough said that years ago the Council developed about 5 displays. Kevin Sayers and Kerry Gray only know of two of these displays. Maureen will email the list of the displays and Kevin/Kerry will see if they can locate them. At the next Council meeting, all of the UCF displays will be put out for the Council members to see and decide if a new display should be created.

### **MUNICIPAL FORESTRY SURVEY**

Kevin presented the survey of the municipal forestry survey that was conducted on-line using the service Surveymonkey.com. The committee members received a copy of this presentation prior to the meeting. The survey was conducted in February and March 2006 and was sent to all of the municipality contacts on Kevin's urban and community forestry contact list. Of the 260 people that were asked to participate in the survey, 108 people (41%) responded. While Kevin's municipal contact list is not statistically accurate for deriving a sample, the idea was to get baseline information of MI's municipal forestry programs.

Maureen advised Kevin to do a non-response analysis to see if there are any biases. In order to draw any conclusions from the results, the results need to be understood in terms of whether there is a systematic bias in non-responses. Kevin will ask Georgia Peterson to assist him in doing the non-response analysis.

Ada Takacs asked if there was a way to find out if a respondent dropped out of the survey halfway through it. If you knew that information, you could find out if the survey was too long. Kevin will check to see if that information is available.

Other suggestions included: involving other organizations like the Michigan Municipal League (MML) and Michigan Township Association (MTA). If a relationship was developed with these organizations, they could help distribute the surveys next time around. They could also assist with educating their membership about urban and community forestry and the programs the State and Federal governments have in place.

Once the analysis is complete, Kevin would like to put survey results into a report.

Kevin went through some of the results with the understanding, based on the earlier Council member comments, that these results need further analysis.

### **PUBLIC COMMENT**

None

### **FISCAL YEAR 2006 BUDGET**

Kevin summarized the Federal and State UCF budgets for fiscal year 2006.

#### ***Federal:***

Budget decreased by 18% from FY05 to \$28,875,500

2007 Federal budget does not look good either- there is a long way before final congressional decisions are made.

#### ***Sustainable Urban Forest Coalition:***

*A coalition of organizations that are working to promote urban forestry in the U.S.*

*They have provided the USFS with funding recommendations for 2007*

\$50 million for Urban and Community Forestry programs

\$6 million for Urban Forestry research

\$2 million for Urban Forest, Forest Health Monitoring.

#### ***State:***

State and Federal fiscal year runs from October 1 - September 30

The USFS gives the DNR a 2 year grant each year

1<sup>st</sup> year grant- pays for the UCF Coordinators' Salary and indirect costs

2<sup>nd</sup> year grant- pays for program grants and miscellaneous expenses

The DNR has a grant program each year.

The USFS gives the DNR funding in two categories:

1. Core- which covers regular urban and community forestry activities (i.e. grants, salary, etc.)
2. Conservation Education/Inner City – covers special projects

FY2006 Budget: \$259,956 (includes \$5000 for Conservation Education)

This figure is determined by the USDA Forest Service allocation formula. The formula takes into consideration State performance measures but also...

- The number of communities in Michigan with a professional staff
- The number of communities in Michigan with a tree ordinance
- The number of communities in Michigan with a management plan based on a tree inventory.

The typical way the state allocates the Federal dollars:

- 62% programs/grants
- 35% salaries/indirect
- 3% miscellaneous

Kevin asked the Council to decide what role they would like to serve in budget decision. Discussion was not complete and should be continued during next meeting. For the time being, council was most comfortable acting as a sounding board for and advised Kevin to continue working with Ada and Kerry on budget decisions until further discussion takes place.

### **MIDWEST TECH CENTER**

Maureen gave an update on the USDA Forest Service Midwest Tech Center. She serves as one of the representative of Michigan. The Midwest Tech Center in Minneapolis serves the 7 midwest states and provides technology transfer in urban and community forestry. Due to budgets, the Midwest Center will not be awarding any grants for 2006. They will be focusing their efforts on completing projects that are currently funded.

The Board has 2 people from each of the 7 states. Maureen is one of Michigan's representatives but there has not been a second person that represents Michigan in a very long time. Michigan is the only state with only one representative. She was looking for a volunteer from the Council who would be interested in serving on this Board as the second Michigan representative. They have one face-to-face meeting in Minneapolis per year which is paid by the USDA Forest Service, they have several conference calls and Board members review grant proposals that come to the Center. Maureen also noted that no organization/agency has submitted for a technology

transfer grant in Michigan in years. Robert Gentry expressed interest in serving on the Board as the other Michigan representative.

Kevin will email Council members when tech transfer grants are announced in 2007.

### **SUPPLEMENTAL ENVIRONMENTAL PROGRAM- DEQ FINES & OTHER PROGRAMS**

Ada Takacs explained this program and how MIUCF council may be able to access some of these funds. In lieu of Michigan Department of Environmental Quality (DEQ) fines/fees, companies will give money to the DEQ. The DEQ looks for programs that meet the DEQ's goals that they can fund. Ada suggested that the Council draft a one page memo to the DEQ Deputy Director that includes a list of programs that they would like funded if the DEQ received a large sum of money from these fines/fees. Need to identify UCF programs that meet DEQ goals (ex: tree planting). Ada volunteered to draft the memo, provide any suggestions to her (takacs@michigan.gov).

Kevin also discusses the Transportation Enhancement Act (TEA) funds. He suggested another memo be drafted to the Michigan Department of Transportation, introducing the urban and community forestry program and how the existing grant structure can help get TEA funds to local communities.

### **COMMITTEE ACTIVITIES**

#### ***Research***

Bert Cregg provided an update on the Research Committee's activities. They are interested in putting together a list of people involved in urban forestry research. They are going to use the MSU Department of Forestry's Source List of Persons Knowledgeable in Urban Forestry as a starting point. The list is very outdated so Bert would like to update it. The goal of the researcher list would be to send out information request for proposals and to facilitate information sharing among researchers.

A discussion started about the open urban forestry faculty position at MSU. The Council will send a letter to the MSU Dean of Agriculture and Natural Resources in support of them filling the position. Pete, Kevin, Dan and Vic will take the lead on drafting the letter.

#### ***Education***

Maureen will serve as Chair of committee.

Kevin discussed the creation of an UCF display and brochure. Council members were interested in what purpose either would serve. Kevin wants brochure as a companion

piece to a new display that discusses the MI UCF program, who the MIUCF council is, how to get involved in UCF. It was suggested that Kevin and Kerry look for old displays and consider 'just-in-time' printing, so there are not boxes of brochures sitting around. It also makes it easier to make changes to the brochure. He looked into printing through the DNR and he can get 2000 brochures, printed in 4 color for \$1500. Similarly, a DNR produced UCF display was estimated at ~\$1,000 for backboard, 3 panel design with 4 color printing. Council suggested trying to find old displays and bringing them to next meeting so we can determine need for new one. Kevin created a mock-up of both display and brochure that he will send to Maureen along with the list of committee members.

***No other Committee updates***

**MISCELLANEOUS UPDATES**

***Tree City USA***- 104 for 2005 an increase of 3 from 2004

***Treeline USA***- 3 for 2005

***Arbor Day***

DNR Staff with the Michigan Arbor Day Alliance is working on the State Arbor Day Celebration on Friday, April 28 at Potter Park in Lansing.

***Donation Account***

DNR does have a donation program through the State Forest Donation Program. Kevin handed out flyer on program. If someone wants to give to UCF program, just specify in memo line on check. For Corporate donations it is a little more complicated because if it is a large gift it will affect the DNR's appropriations.

**NEXT MEETING**

October 2006 in Boyne City, Kevin will send out several possible meeting dates in October to Council members.

Meeting adjourned at 2:05 p.m.

Submitted by Kerry Gray